

Board of Selectmen's Meeting Minutes
November 18, 2010
Harpswell Town Office
Approved on December 2, 2010

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At 5:00 p.m. Chairman Henderson moved, seconded by Selectman Wallace to enter into executive session pursuant to 1 M.R.S.A. § 405(6)(c) Re: possible acquisition of real property; motion passed 3-0.

The Board returned to open session at 5:50 p.m.

At 5:50 p.m. the Board met to handle administrative matters: the Board discussed its meeting schedule and scheduled a workshop with the Mitchell Field Implementation Committee; two purchase orders exceeding \$1,000 in value were reviewed and signed; the Board discussed the past warrant article related to a structural assessment of the buildings at Mitchell Field and the current related proposals and set an on-site visit to Mitchell Field for November 29 at 10:00 a.m.; Bill Wells, Code Enforcement Officer, reviewed an enforcement situation and the Board agreed to possibly consider a consent agreement for 9 square feet of the violation on a future agenda; and Chairman Henderson suggested an additional change to the public participation policy and will provide it to staff for a future agenda.

Selectmen Present: James S. Henderson, Mark E. Wallace and Elinor Multer

Staff Present: Kristi Eiane, Town Administrator; Terri Sawyer, Deputy Town Administrator; and Marguerite Kelly, Treasurer

Call to Order and Pledge of Allegiance: The meeting was called to order at 6:30 p.m.

The meeting was videotaped and broadcast live on Harpswell Community Television.

1. Adoption of the Agenda: Chairman Henderson moved, seconded by Selectman Wallace to adopt the agenda as printed; motion passed 3-0.

2. Public Comment: There was none.

3. Town Administrator's Report: Administrator Eiane reported the Town has received a letter from the Federal Emergency Management Agency (FEMA) inviting the Town to participate in its RISK map initiative. Administrator Eiane offered to be the Town's contact, and will keep the Board updated as more details become available. Administrator Eiane stated that it is expected that there will be an updated set of map proposals and a new 90-day appeal period after FEMA reviews Robert Gerber's submission and Harpswell is hopeful that Gerber's methodology will be applied throughout the Town. Administrator Eiane announced there will be a grand reopening celebration of the Cribstone Bridge at the Bridge on Saturday at 11:00 a.m. and she encouraged the public to attend. Administrator Eiane announced the Town received a response from the Department of Education Commissioner regarding the Board's submitted comments of the West Harpswell School Closure Report. The Department of Education reduced the amount of MSAD 75's submission based on the Town's School Closure Cost Review Team's report questioning the overstatement of the teacher salary line. MSAD 75 will now decide when to hold the referendum. Administrator Eiane reported that Harpswell's grant application through its Conservation Commission to the Davis Foundation was approved for \$5,000 to conduct an ecological assessment of certain Town properties on the Mountain Road. Additionally, the Town was awarded a grant in the amount of \$73,604 for weatherization and conservation efforts on certain Town-owned buildings.

4. Selectmen's Announcements: Chairman Henderson thanked the School Closure Cost Review Team for its review of the West Harpswell School Closure Report that lead to a reduction in costs. Chairman Henderson stated that there is another James Henderson that drives a school bus, and not him.

5. Approval of the Minutes: Chairman Henderson moved, seconded by Selectman Multer to approve the minutes of 11/1 and 11/4; motion passed 3-0.

6. Treasurer's Report: Marguerite Kelly, Treasurer, reviewed her monthly report for October. Ms. Kelly reported she sent out foreclosure notices on the properties with unpaid taxes from 2008. Ms. Kelly reported there are two small parcels across from the Town Office being foreclosed upon through the public notice process. One of the parcel's owner is unknown and the owner of 1/2 of the other parcel is unknown. The Town will own the appropriate interest in each parcel upon completion of the foreclosure process and the owner of 1/2 of one of the parcels has expressed an interest of selling it to the Town for the taxes paid since 2005. Chairman Henderson questioned how many residences are at risk for foreclosure, how many Ms. Kelly is concerned about; Ms. Kelly responded several have a mortgage that will pay the taxes and of the others, one is concerning at this point, in her opinion. Selectman Multer questioned what the bank requires for a minimum balance; Ms. Kelly responded that \$750,000 is required at a no-interest level to offset minimum fees and other than that, she tries to keep at least enough to cover one average warrant available in the checking account.

7. Review of Cumberland County Development Block Grant Concepts: Carol Tukey, Planner, stated the Town can submit 2 general applications and one planning application and there are several planning possibilities (5) for consideration by the Board. Ms. Tukey has not heard from the Business Association regarding its concept. Ms. Tukey explained that she, the Harbormaster, Town Administrator and Deputy Town Administrator brainstormed for concepts for these grants. Administrator Eiane explained the general applications have to address certain criteria such as low/moderate income groups served or slum/blight conditions. The community septic and wells concept was discussed and Selectmen Multer stated she could not support the community septic concept until Town Meeting adopts the Comprehensive Plan Implementation Committee proposals. The Board discussed the concept regarding infrastructure planning at Mitchell Field. The Board agreed the Planner should work further on detailing an application for the infrastructure at Mitchell Field including the pier. Ms. Tukey was informed of the on-site meeting at Mitchell Field scheduled for November 29 and asked to notify the Committee.

8. Consider Shore and Harbor Planning Grant Submission: Jim Hays, Harbormaster, stated that on different occasions, he met with an engineer and the Department of Conservation (DOC) at Mitchell Field to discuss the boat ramp proposed in the Master Plan and the options for a grant to construct the boat ramp. The engineer suggested investigating other feasible locations for the boat ramp and perhaps utilizing portions of the existing causeway. Mr. Hays was informed the DOC's grants are available for construction only and not for a feasibility study or for a design. Both would be needed in this case. One consideration the DOC uses for determining funding is how much square footage of the shoreline area will be consumed and the north side location may be cost prohibitive. This Shore and Harbor Planning Grant from the State Planning Office is for \$20,000 for a feasibility study and design for the boat launch, ramp/float system and parking. Chairman Henderson moved, seconded by Selectman Multer to submit the grant application as proposed; motion passed 3-0.

9. Set Public Hearings for Land Use Ordinances and for Local Circuit Breaker Ordinance:

Administrator Eiane suggested January 11 at 7:00 p.m. for land use ordinances. Selectman Multer expressed concern if the hearing would be too far in advance of Town Meeting and questioned if there were any regulations that require a certain time frame; Administrator Eiane responded no. Administrator Eiane further explained that secret ballot items must be to the Clerk's office around January 25, at which time, there can be no more revisions to the items and a hearing must be held at least 10 days before Town Meeting. Administrator Eiane suggested December 16 at 7:00 p.m. for a public hearing on the local circuit breaker ordinance. Chairman Henderson moved, seconded by Selectman Multer to set both public hearing dates as suggested, unless a certain time frame is required, to be held at the Town Office; motion passed 3-0.

10. Letter of Agreement for Acceptance of the Midcoast Regional Weatherization and Energy Efficiency Initiative Grant: Administrator Eiane explained this agreement with Midcoast Council of Governments (MCOG) is for the \$73,604 grant the Town was awarded for weatherization and energy improvements for certain Town-owned buildings. Administrator Eiane suggested a 6-month time frame be inserted in the completion time field. Chairman Henderson moved, seconded by Selectman Wallace to authorize the completion of the Letter of Agreement for return to MCOG; motion passed 3-0.

11. Committee Resignation: Chairman Henderson moved, seconded by Selectman Multer to accept Robin Brooks' resignation from the Budget Advisory Committee, Comprehensive Plan Implementation Committee and Planning Board with deep regret; motion passed 3-0.

12. Other Business: There was none.

13. Authorization of the Warrant: Chairman Henderson moved, seconded by Selectman Multer to authorize warrant #75 in the amount of \$720,731.20; motion passed 3-0. Administrator Eiane explained legal expenditures are now at about \$37,000, over the \$35,000 budget with two months remaining, and that the road maintenance expenditures is just under the budgeted \$50,000. Chairman Henderson moved, seconded by Selectman Multer to authorize warrant #76 in the amount of \$1,816.66; motion passed 2-0 (Selectman Wallace abstained). Payroll warrant #76 in the amount of \$14,066.49 was noted for the record.

14. Adjournment: The meeting adjourned by unanimous vote at 8:08 p.m.

Respectfully Submitted,

Terri-Lynn Sawyer

Attachments:

[Attachments are available at the Town Clerk's Office or by email at harpowell@town.harpowell.me.us]